

4/8/19 January

DLB Schedule

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| 9:00-9:30 | Daily Check In
<i>Location: Secretary's Office</i> |
| 10:30-11:30 | Drop By with Grijalva
<i>Location: 6342</i> |
| 2:00-2:30 | Meeting with Brandon Middleton
<i>Location: Secretary's Office</i> |
| 4:00-4:30 | AS/FWP Operations Meeting
<i>Location: 6151</i> |

DLB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:45-10:15	Staff Meeting <i>Location</i>
11:00-12:00	DOI Operations Meeting – AS/PMB <i>Location: 6151</i>
1:00-1:30	Politicals Meeting <i>Location: 5160</i>
1:45-2:45	Staff Meeting <i>Location: Secretary's Office</i>
2:45-3:00	Depart DOI for EEOB
3:00-4:00	Monthly NEC Meeting <i>Location: EEOB (b) (6)</i>
4:00-4:15	Depart EEOB for DOI
4:30-5:00	Call with Kevin O'Scannlain <i>Call: (b) (6)</i>

David Bernhardt

Schedule – Thursday January 10, 2019

9:00am-9:15am	Daily Check-in Rm. 6114
9:15am - 9:30am	Depart DOI for EEOB
9:30am - 11:30am	Deputy Secretary Lapse Working Group - EEOB (b) (6)
11:45am - 12:15pm	Mtg. w/Matt Pottinger and Eric Johnson (NSC) - EEOB (b) (6)
12:30pm - 1:00pm	Mtg. w/Brian Jack (OPA) EEOB (b) (6)
1:15pm - 1:45pm	Mtg. w/PPO (WH) EEOB (b) (6)
2:00pm-2:30pm	Mtg. w/ Bremberg & Leggitt West Wing Rm (b) (6)
2:45pm - 3:15pm	Mtg. w/Tim Pataki (OPL) EEOB (b) (6)
3:30pm - 4:00pm	Mtg. w/Doug Hoelscher (IGA) EEOB (b) (6)
4:00pm - 4:15pm	Depart EEOB for DOI
4:00pm-5:00pm	AS/WS Operations Meeting RM 6151

David Bernhardt

Schedule - Thursday January 10, 2019

9:00am-9:15am	Daily Check-in Rm. 6114
9:15am - 9:30am	Depart DOI for EEOB
9:30am - 11:30am	Deputy Secretary Lapse Working Group - EEOB (b) (6)
11:45am - 12:15pm	Mtg. w/Matt Pottinger and Eric Johnson (NSC) - EEOB (b) (6)
12:30pm - 1:00pm	Mtg. w/Brian Jack (OPA) EEOB (b) (6)
1:15pm - 1:45pm	Mtg. w/PPO (WH) EEOB (b) (6)
2:00pm-2:30pm	Mtg. w/ Bremberg & Leggitt West Wing Rm (b) (6)
2:45pm - 3:15pm	Mtg. w/Tim Pataki (OPL) EEOB (b) (6)
3:30pm - 4:00pm	Mtg. w/Doug Hoelscher (IGA) EEOB (b) (6)
4:00pm - 4:15pm	Depart EEOB for DOI
4:15pm - 5:15pm	AS/WS Operations Meeting RM 6151

DLB Schedule

9:00-9:15	Daily Check In <i>Location: Secretary's Office</i>
9:15-9:30	Depart DOI en route to EEOB
9:30-11:30	Deputy Secretary Lapse Working Group Meeting <i>Location: EEOB (b) (6)</i>
11:45-12:15	Meeting with Matt Pottinger and Eric Johnson (NSC) <i>Location: EEOB (b) (6)</i>
12:30-1:00	Meeting with Brian Jack (OPA) <i>Location: EEOB (b) (6)</i>
1:15-1:45	Meeting with PPO (WH) <i>Location: EEOB (b) (6)</i>
2:00-2:30	Meeting with Bremberg and Leggitt <i>Location: West Wing (b) (6)</i>
2:45-3:15	Meeting with Tim Pataki (OPL) <i>Location: EEOB (b) (6)</i>
3:30-4:00	Meeting with Doug Hoelscher (IGA) <i>Location: EEOB (b) (6)</i>
4:00-4:15	Depart EEOB en route to DOI
4:30-5:00	DOI Operations Meeting – AS/WS <i>Location: 6151</i>

David Bernhardt

Schedule - Friday January 11, 2019

9:00am-9:30am	Daily Check-in Rm. 6114
9:30am - 10:00am	Check-in w/Lori Mashburn Secretary's Office
11:00am - 11:30am	Mtg. w/John Tanner Secretary's Office
11:45am - 12:00pm	Depart DOI for Off the Record
12:00pm - 1:00pm	Lunch w/Andrew Olmem Off the Record
1:00pm - 1:15pm	Depart Off the Record for DOI
2:00pm - 2:30pm	Call w/Christy Plumer, TRCP 1 (b) (5) Code (b) (5)
3:30pm - 4:00pm	Mtg. w/Todd Wynn Secretary's Office

January 11, 2019+++

9:00-9:15	Daily Check In <i>Location: Secretary's Office</i>
9:30-10:00	Check In with Lori Mashburn <i>Location: Secretary's Office</i>
11:00-11:30	Staff Meeting <i>Location: Secretary's Office</i>
12:00-1:00	Depart DOI for Maintenance Yard at East Potomac
12:15-1:00	Arrive at Maintenance Yard at East Potomac
1:00-1:15	Depart Maintenance Yard at East Potomac for DOI
1:15-2:00	Staff Meeting <i>Location: 5160</i>
2:00-2:30	External Call <i>Call: (b) (5) Code: (b) (5)</i>
3:00-3:30	Staff Meeting <i>Location: Secretary's Office</i>

January 15, 2019

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:40-10:00	Depart DOI en route to White House
10:00-10:45	Meeting with Kellyanne Conway <i>Location: West Wing 2nd Floor</i>
10:45-11:00	Depart White House en route to DOI
12:00-1:00	Weekly Brown Bag Lunch <i>Location: Secretary's Office</i>
1:00-2:00	Weekly Politicals Meeting <i>Location: 5160</i>
4:00-5:00	DOI Operations Meeting - ASIA <i>Location: 6151</i>

David Bernhardt

Schedule – Wednesday January 16, 2019

8:45am - 9:00am	✓ Depart DOI for EEOB
9:00am - 11:00am	Deputy Secretary Lapse Working Group Mtg. EEOB Rm. (b) (6)
11:00am - 11:15am	Depart EEOB for DOI
11:30am - 12:00pm	Daily Check-in Secretary's Office
1:00pm - 2:00pm	Bi-Weekly Mtg. w/SOL Rm. 6151
4:00pm - 5:00pm	Insular Affairs Operations Mtg. - Room 6151

David Bernhardt

Schedule – Wednesday January 16, 2019

8:40am - 8:50am	Depart DOI for EEOB
9:00am - 11:00am	Deputy Secretary Lapse Working Group Mtg. EEOB Rm (b) (6)
11:00am - 11:15am	Depart EEOB for DOI
11:30am - 12:00pm	Daily Check-in Secretary's Office
12:00pm - 12:30pm	Mtg. w/Dan Jorjani. Ed Keable, Tim Murphey - Secretary's Office
1:40pm - 1:50pm	Depart DOI for West Wing
1:50pm - 2:30pm	HOLD
2:30pm - 3:00pm	POTUS Bill Signing White House Oval Office
4:00pm - 5:00pm	Insular Affairs Operations Mtg. - Room 6151

1/16/19

DB Schedule

8:40-9:00	Depart DOI en route to EEOB
9:00-11:00	Deputy Secretary Lapse Working Group Meeting <i>Location: EEOB (b) (6)</i>
11:00-11:15	Depart EEOB en route to DOI
11:30-12:00	Daily Check In <i>Location: Secretary's Office</i>
12:00-12:30	Staff Meeting <i>Location: Secretary's Office</i>
1:40-2:00	Depart DOI en route to White House
2:00-2:30	HOLD: Arrive by 2:00
2:30-3:00	POTUS Bill Signing
3:00-3:15	Depart White House en route to EEOB
3:15-3:45	External Meeting <i>Location: EEOB (b) (6)</i>
3:45-4:00	Depart EEOB en route to DOI
4:00-5:00	DOI Operations Meeting – AS-IN-IA <i>Location: 6151</i>

David Bernhardt
Schedule – Thursday January 17, 2019

9:00am - 9:30am	Daily Check-in Secretary's Office
4:00pm - 5:00pm	ASLM Operations Mtg. Room 6151

January 17, 2019

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
10:00-10:30	Staff Meeting <i>Location: Secretary's Office</i>
2:00-2:30	Weekly Teleconference <i>Location: Secretary's Office</i>
4:00-5:00	DOI Operations Meeting – ASLM <i>Location: 6151</i>

January 18, 2019

9:00-9:30

Daily Check In

Location: Secretary's Office

11:00-11:30

Staff Meeting

Location: Secretary's Office

12:30-1:30

**Meeting with Assistant Secretaries and
Bureau Directors**

Location: 5160

2:00-2:30

Staff Meeting

Location: Secretary's Office

1/22/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
10:30-11:00	Weekly Call with White House <i>Location 11:00-11:30</i>
12:00-1:00	Weekly Brown-Bag Check In <i>Location: Secretary's Office</i>
1:00-2:00	Weekly Politicals Meeting <i>Location: 5160</i>
3:00-4:00	Assistant Secretaries Weekly Meeting <i>Location: 6151</i>
4:00-5:00	DOI Operations Meeting –FWP <i>Location: 6151</i>

1/23/19

DB Schedule

(As of 4:47 on 1/22/18)

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
11:00-12:00	DOI Operations Meeting – AS/PMB <i>Location: 6151</i>
1:00-2:00	Staff Meeting <i>Location: 6151</i>
3:00-4:30	External Meeting <i>Location: 5160</i>
4:30-5:00	External Meeting <i>Location: Secretary's Office</i>

David Bernhardt

Schedule - Wednesday January 23, 2019

9:00am - 9:30am	Daily Check-in Secretary's Office
11:00am - 12:00pm	PMB Operations Mtg. Room 6151
1:00pm - 2:00pm	Staff Mtg. - BOR Room 6151
3:00pm - 4:30pm	External Water Mtg. Room 5160

1/24/19

DB Schedule

9:00-9:15	Depart DOI for EEOB
9:15-10:15	Deputy Secretary Lapse Working Group Meeting <i>Location: EEOB (b) (6)</i>
10:30-11:30	Monthly Cabinet Affairs S2 Meeting <i>Location: Roosevelt Room</i>
11:45-12:00	Depart EEOB for DOI
12:00-12:30	Staff Meeting <i>Location: Secretary's Office</i>
1:30-2:00	Staff Meeting <i>Location: Staff Meeting</i>
3:30-4:00	External Call <i>Location: Secretary's Office</i>
4:00-5:00	DOI Operations Meeting – AS/WS <i>Location: 6151</i>
6:00-7:30	Personal <i>Location: (b) (6)</i>

January 25, 2019

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
10:00-10:30	Check-in with Lori Mashburn <i>Location: Secretary's Office</i>
10:30-11:30	Weekly Meeting <i>Location: Secretary's Office</i>
11:30-12:00	Weekly Meeting with Ethics <i>Location: Secretary's Office.</i>
1:00-2:00	DOI Operations Mtg -ASLM <i>Location: 6151</i>
3:30-4:15	Meeting with Governor Mark Gordon (WY) <i>Location: Secretary's Office</i>

1/28/19

DB Schedule

8:00-9:00	MIB Greeting <i>Location: Lobby</i>
9:00-9:30	Weekly Meeting with Ethics
9:30-10:00	Daily Check In <i>Location: Secretary's Office</i>
10:30-11:00	Weekly Call with White House <i>Call: (b) (6)</i>
11:00-12:00	Weekly Meeting with IG <i>Location: Secretary's Office</i>
12:00-12:15	Depart DOI for Lunch
12:15-1:15	Lunch <i>Location: Central 1001 Penn Ave NW</i>
1:15-1:45	Depart Lunch for DOI
2:00-2:30	Security Meeting <i>Location: Secretary's Office</i>
3:00-4:00	Assistant Secretaries Weekly Mtg <i>Location: 6151</i>
6:00-8:00	HOLD for Possible Dinner

1/29/19

DB Schedule

8:00-9:00	Breakfast <i>Location: The Willard</i>
9:00-9:15	Depart Breakfast en route for DOI
1:00-2:00	Weekly Politicals Meeting <i>Location: 5160</i>
2:30-3:00	Depart DOI en route to WH
3:00-3:30	WH Meeting <i>Location: 2nd Floor West Wing</i>
3:30-4:00	WH Meeting <i>Location: Oval Office</i>
4:00-4:30	Depart West Wing for DOI <i>Location: Office</i>
4:30-6:00	DOI Operations Meeting – ASIA <i>Location: 6151</i>

3/30/19

DB Schedule

As of 5:30 1.29.18

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:30-1:00	Depart DOI en route to Cannon
10:00-10:30	Hill Visit <i>Location: 123 Cannon</i>
10:30-11:00	Depart Cannon en route to DOI
11:30-12:00	Staff Meeting <i>Location: Secretary's Office</i>
1:00-2:00	Bi-Weekly Meeting with SOL <i>Location: 6151</i>
2:00-2:45	Staff Meeting <i>Location: 40141</i>
3:00-3:30	External Call <i>Call (b) (6)</i>
4:00-5:00	DOI Operations Meeting –AS-IN-IA <i>Location: 6151</i>

1/31/19

DB Schedule

8:45-9:00	Depart DOI en route to EEOB
9:00-10:30	Deputy Secretary Post-Lapse Working Group Meeting <i>Location: EEOB (b) (6)</i>
10:35-11:00	Depart EEOB en route to DOI
11:00-12:00	Staff Meeting <i>Location: Office</i>
12:30-12:45	External Call <i>Location: Secretary's Office</i>
12:45-1:15	Depart DOI for Sterling, VA
1:15-1:45	All Employee Meeting Sterling <i>Location: 45600 Woodland Rd</i>
1:45-2:00	Depart Sterling for Reston, VA
2:00-2:30	All Employee Meeting Reston USGS <i>Location: 12201 Sunrise Valley Dr</i>
2:30-3:00	Depart Reston, VA for M Street
3:15-3:45	All Employee Meeting at M Street <i>Location: 20 M St SE</i>
3:45-4:00	Depart M Street for DOI
4:30-5:30	DOI Operations Meeting – AS-IN-IA <i>Location: 6151</i>

2/4/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:30-10:00	Staff Meeting <i>Location: Secretary's Office</i>
10:00-10:10	Ethics Meeting <i>Location: Secretary's Office</i>
10:30-11:00	Weekly Call with the White House Call (b) (6)
11:30-11:40	Media Call <i>Location: Secretary's Office</i>
12:00-1:00	Weekly Brown Bag Check-In <i>Location: Office</i>
1:00-1:45	Staff Meeting <i>Location: DOI Studio, Room 4041</i>
2:00-2:30	External Call Call: (b) (6) (Gov Ige's Cell)
2:30-3:00	External Call <i>Gov Bryan will call Gareth to transfer</i>
3:00-4:00	Assistant Secretaries Weekly Meeting <i>Location: 6151</i>
4:00-4:10	Staff Meeting <i>Location: Secretary's Office</i>
4:15-4:25	Staff Meeting <i>Location: Secretary's Office</i>
4:30-5:00	Staff Meeting <i>Location: Secretary's Office</i>

2/5/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:30-9:40	Staff Meeting <i>Location: Secretary's Office</i>
10:00-10:10	Staff Meeting <i>Location: Secretary's Office</i>
10:15-10:25	Staff Meeting <i>Location: Secretary's Office</i>
10:30-10:45	Staff Meeting <i>Location: Secretary's Office</i>
11:00-11:30	External Call <i>Call Tiffany at (b) (6)</i>
11:30-12:00	External Call <i>Call 775-(b) (6)</i>
1:00-2:00	Weekly Politicals Meeting <i>Location: 5160</i>
2:00-2:30	External Call <i>Gov DeSantis will call Gareth to transfer</i>
2:30-2:40	Staff Meeting <i>Location: Secretary's Office</i>
3:00-4:00	Staff Meeting <i>Location: Secretary's Office</i>
4:00-5:00	DOI Operations Meeting - FWP <i>Location: 6151</i>
6:00-10:00	State of the Union <i>Location: Hall of House of Representatives</i>

February 8, 2019

9:40-10:00	Depart DOI en route to WH
10:00-11:00	External Meeting <i>Location: Situation Room</i>
11:30-12:00	External Meeting <i>Location: West Wing Upper Press</i>
12:00-12:15	Depart WH en route to DOE
12:15-1:15	External Lunch Meeting <i>Location: DOE</i>
1:30-2:00	Depart DOE en route to DOI
2:00-2:45	Bi-Weekly Meeting with IG <i>Location: Secretary's Office</i>
2:45-3:15	Media Meeting <i>Location: Secretary's Office</i>
3:00-4:00	Staff Meeting <i>Location: Secretary's Office</i>
4:00-4:30	Weekly Meeting with Ethics <i>Location: Secretary's Office</i>
4:30-5:00	Staff Meeting <i>Location: Secretary's Office</i>

2/11/19

DB Schedule

9:30-10:30	DOI Operations Mtg – AS/PMB <i>Location: 6151</i>
10:30-11:00	Weekly Call with White House <i>Call: (b) (6)</i>
11:00-11:30	External Call <i>Call: 406-(b) (6)</i>
12:00-1:00	Weekly Brown Bag Check In <i>Location: Secretary's Office</i>
1:00-1:45	Staff Meeting <i>Location: DOI 4041</i>
3:00-4:00	Assistant Secretaries Weekly Meeting <i>Location: 6151</i>
4:00-4:30	External Call <i>Call: (b) (5)</i>
4:30-5:15	External Meeting <i>Location: Secretary's Office</i>

2/12/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
10:30-11:00	Depart DOI en route for West Wing
11:00-12:30	Cabinet Meeting <i>Location: Cabinet Room</i>
12:35-1:00	Depart WH en route to Rayburn
1:00-2:00	External Meeting <i>Location: 2247 RHOB</i>
2:00-2:30	Depart Rayburn en route to DOI
3:30-4:00	Staff Meeting <i>Location: Office</i>
4:00-5:00	DOI Operations Meeting – AS/WS <i>Location: Secretary's Office</i>
5:15-5:45	Depart TBD en route to VP Residence
5:45-8:30	External Event (Business Attire) <i>Location: VP's Residence</i>

2/14/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:30-10:00	Staff Meeting <i>Location: Secretary's Office</i>
10:00-10:15	Staff Meeting <i>Location: Secretary's Office</i>
10:30-11:00	Staff Meeting <i>Location: Secretary's Office</i>
11:30-11:45	Staff Meeting <i>Location: Secretary's Office</i>
12:00-1:00	Staff Meeting/ Brown Bag Lunch <i>Location: Secretary's Office</i>
1:00-1:30	External Call <i>Location: Secretary's Office</i>
1:30-2:00	Staff Meeting <i>Location: Secretary's Office</i>
2:00-2:30	External Call <i>Location: Secretary's Office</i>
3:00-3:00	Staff Meeting <i>Location: Secretary's Office</i>
3:30-4:00	Signing Ceremony <i>Location: Secretary's Office</i>
4:00-5:00	DOI Operations Meeting – ASLM <i>Location: 6151</i>
5:00-5:30	Staff Meeting <i>Call: (b) (6)</i>

2/15/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:30-9:45	Staff Time <i>Location: Secretary's Office</i>
9:45-10:30	Weekly Meeting with Ethics <i>Location: Secretary's Office</i>
11:20-11:30	Staff Brief <i>Location: Secretary's Office</i>
11:30-12:00	External Call/ Intergov <i>Location: Secretary's Office</i>
12:20-12:30	Staff Brief <i>Location: Secretary's Office</i>
12:30-1:30	Brown Bag Lunch (External) <i>Location: Secretary's Office</i>
1:30-2:00	Staff Meeting <i>Location: Secretary's Office</i>
2:00-3:00	Staff Meeting <i>Location: Secretary's Office</i>
3:00-4:00	Staff Meeting <i>Location: 5160</i>
4:00-4:30	Staff Meeting <i>Location: Secretary's Office</i>

2/19/19

Tuesday, February 19, 2019

8:50-9:00	Staff Brief <i>Location: Secretary's Office</i>
9:00-9:30	External Call/ Intergov <i>Elinor to transfer call</i>
9:30-10:00	Daily Check In <i>Location: Secretary's Office</i>
10:00-10:30	Staff Meeting <i>Location: Secretary's Office</i>
10:30-11:00	External Call/ Intergov <i>Call: (b) (6)</i>
11:15-12:15	Weekly Brown Bag Check In <i>Location: Secretary's Office</i>
12:15-12:25	Depart DOI en route to EEOB
12:30-1:30	External/ Intergov Mtg <i>Location: EEOB</i>
1:30-2:00	Depart White House en route to DOI
2:00-2:30	Staff Meeting <i>Location: Secretary's Office</i>
3:00-4:00	Assistant Secretaries Weekly Meeting <i>Location: 6151</i>
4:00-5:00	DOI Operations Mtg - FWP <i>Location: 6151</i>
5:00-6:00	DOI Operations Mtg – Indian Affairs <i>Location: 6151</i>

2/21/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:50-10:00	Staff Brief <i>Location: Secretary's Office</i>
10:00-10:30	External/ Intergover Meeting <i>Location: Secretary's Office</i>
10:50-11:00	Staff Brief <i>Location: Secretary's Office</i>
11:00-11:30	External Meeting <i>Location: Secretary's Office</i>
11:50-12:00	Depart DOI for West Wing
12:15-1:15	Lunch <i>Location: President's Dining Room</i>
1:20-1:30	Depart West Wing en route to DOI
2:00-2:30	Media <i>Location: Secretary's Office</i>
2:30-3:00	Staff Meeting <i>Location: Secretary's Office</i>
3:00-4:00	Staff Meeting <i>Location: 6151</i>
4:00-4:15	Depart DOI en route to WH <i>Timing to be confirmed</i>
5:00-7:00	External Reception <i>Location: The White House</i>

2/22/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:50-10:00	Staff Brief <i>Location: Secretary's Office</i>
10:00-10:30	External/ Intergover Meeting <i>Location: Secretary's Office</i>
10:50-11:00	Staff Brief <i>Location: Secretary's Office</i>
11:00-11:30	External Meeting <i>Location: Secretary's Office</i>
11:50-12:00	Depart DOI for West Wing
12:15-1:15	Lunch <i>Location: President's Dining Room</i>
1:20-1:30	Depart West Wing en route to DOI
2:00-2:30	Media <i>Location: Secretary's Office</i>
2:30-3:00	Staff Meeting <i>Location: Secretary's Office</i>
3:00-4:00	Staff Meeting <i>Location: 6151</i>
4:00-4:15	Depart DOI en route to WH <i>Timing to be confirmed</i>
5:00-7:00	External Reception <i>Location: The White House</i>

2/25/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
10:00-10:45	Staff Meeting <i>Location: Secretary's Office</i>
10:45-10:55	Depart DOI en route to White House
11:00-12:30	External/ Intergov Meeting <i>Location: WH Situation Room</i>
12:35-12:45	Depart White House en route to DOI
1:00-2:00	DOI Operations Mtg – AS/PMB <i>Location: 6151</i>
2:05-2:15	Staff Brief <i>Location: Secretary's Office</i>
2:15-2:45	External/ Intergov Meeting <i>Location: Secretary's Office</i>
2:45-3:45	Weekly Meeting <i>Location: Secretary's Office</i>
3:45-4:30	Bi-Weekly Meeting with IG <i>Location: Secretary's Office</i>
4:30-5:00	Weekly Meeting with Ethics <i>Location: Secretary's Office</i>
5:00-5:15	Staff Meeting <i>Location: Secretary's Office</i>
5:15-5:30	Staff Meeting <i>Location: Secretary's Office</i>

2/27/19

DB Schedule

8:45-9:00	Depart DOI en route to Willard
9:00-9:30	External Event <i>Location: The Willard</i>
9:30-9:45	Depart Willard en route to DOI
10:30-11:00	Staff Meeting <i>Location: Secretary's Office</i>
11:00-11:30	Staff Meeting <i>Location: Secretary's Office</i>
12:00-1:00	Staff Lunch <i>Location: Office</i>
2:30-3:00	Staff Meeting <i>Location: Secretary's Office</i>
3:00-3:30	Staff Meeting <i>Location: Secretary's Office</i>
3:30-4:00	Staff Meeting <i>Location: Secretary's Office</i>

2/28/19

DB Schedule

8:45-9:00	Depart DOI en route to Willard
9:00-9:30	External Event <i>Location: The Willard</i>
9:30-9:45	Depart Willard en route to DOI
10:30-11:00	Staff Meeting <i>Location: Secretary's Office</i>
11:00-11:30	Staff Meeting <i>Location: Secretary's Office</i>
12:00-1:00	Staff Lunch <i>Location: Office</i>
2:30-3:00	Staff Meeting <i>Location: Secretary's Office</i>
3:00-3:30	Staff Meeting <i>Location: Secretary's Office</i>
3:30-4:00	Staff Meeting <i>Location: Secretary's Office</i>

3/4/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:50-10:00	Staff Brief <i>Location: Secretary's Office</i>
10:00-10:30	External Meeting <i>Location: Secretary's Office</i>
10:30-11:00	(Tent.) Staff Meeting <i>Location: Office</i>
11:00-11:45	External Intergov Meeting <i>Location: Secretary's Office</i>
1:00-2:00	Assistant Secretary's Weekly Meeting <i>Location: 6151</i>
2:50-3:00	Staff Brief <i>Location: Secretary's Office</i>
3:00-3:15	External Meeting <i>Location: Secretary's Office</i>

3/5/19

DB Schedule

9:20-9:30	Staff Briefing <i>Location: Secretary's Office</i>
9:30-10:00	External Meeting <i>Location: 5160</i>
10:20-10:30	Staff Briefing <i>Location: Secretary's Office</i>
10:30-11:00	Staff Briefing <i>Location: Secretary's Office</i>
11:30-12:00	Staff Meeting <i>Location: Secretary's Office</i>
12:00-12:15	Staff Brief <i>Location: Secretary's Office</i>
1:00-2:00	Weekly Politicals Meeting <i>Location: 5160</i>
2:40-3:00	Depart DOI en route to DCA
3:45-7:51	United #2104 DCA --> DEN <i>Lands at 5:51 MT</i>

3/8/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:30-10:00	DOI Operations Meeting – FWP <i>Location: 6151</i>
10:30-11:30	Weekly Meeting <i>Location: Secretary's Office</i>
12:30-1:00	Staff Meeting <i>Location: Secretary's Office</i>
1:00-1:45	Weekly Meeting with Ethics <i>Location: Secretary's Office</i>
1:45-2:45	DOI Operations Meeting – AS/PMB <i>Location: 6151</i>
2:45-3:00	Staff Meeting <i>Location: Secretary's Office</i>
3:00-4:00	Staff Meeting <i>Location: Secretary's Office</i>
4:00-4:45	Bi-Weekly Meeting with IG <i>Location: Secretary's Office</i>
4:45-5:15	Staff Meeting <i>Location: Secretary's Office</i>

3/11/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:45-10:15	Depart DOI <i>Location: 6151</i>
10:15-11:15	Personal
11:15-11:45	Depart en route to DOI
12:00-1:00	Weekly Brown Bag Check-In <i>Location: Secretary's Office</i>
1:00-2:00	DOI Operations Meeting – ASIIA <i>Location: 6151</i>
2:00-2:30	Staff Meeting <i>Location: Secretary's Office</i>
3:00-4:00	Assistant Secretaries Weekly Mtg <i>Location: 6151</i>

Tuesday, March 12, 2019

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:50-10:00	Staff Briefing <i>Location: Secretary's Office</i>
10:00-10:30	Drop By External Meeting <i>Location: 5160</i>
10:50-11:00	Staff Brief <i>Location: Secretary's Office</i>
11:00-11:30	External Meeting <i>Location: Secretary's Office</i>
11:45-12:00	Drop By (CO Preserve American Youth Summit) <i>Location: 3114</i>
1:15-1:45	Depart DOI en route to WH
1:45-2:45	External Event <i>Location: White House Oval Office</i>
2:45-2:55	Depart WH en route to DOI
3:50-4:00	Staff Briefing <i>Location: Secretary's Office</i>
4:00-4:30	External Meeting <i>Location: 5160</i>
4:45-5:05	Depart DOI en route to Hart
5:15-6:15	External Meeting / Intergov <i>Location: 522 Hart Senate</i>

3/13/19

DB Schedule

9:10-9:30	Depart DOI en route for Hart
9:30-10:30	External Meeting/Intergov <i>Location: Hart Senate Office Building</i>
10:30-10:45	Depart Hart Senate Building for DOI
1:00-2:00	Bi-Weekly Meeting with SOL <i>Location: 6151</i>
2:15-2:30	Depart DOI en route to Russel
2:30-3:30	External Meeting / Intergov <i>Location: Russel Senate Office Bldg</i>
3:30-3:45	Depart Russel en route to DOI
4:00-4:45	Weekly Meeting with Ethics <i>Location: Office</i>
5:00-6:00	Weekly Staff Meeting <i>Location: Secretary's Office</i>

Monday, March 18, 2019

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:15-9:30	Depart DOI for West Wing
9:30-11:00	External Event / Intergov <i>Location: WH State Dining Room</i>
12:00-1:00	Weekly Brown Bag Check In <i>Location: Office</i>
12:45-1:00	Depart DOI en route to Dirksen
1:00-2:00	External Meeting/Intergov <i>Location: Dirksen Office Building</i>
2:00-2:15	Depart Dirksen for DOI
3:00-4:00	Assistant Secretaries Weekly Meeting <i>Location: 6151</i>
4:45-5:00	Desk DOI en route to White House <i>Location: Office</i>
5:00-7:00	External Reception <i>Location: White House</i>

3/19/19

DB Daily Card

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:45-10:00	Depart DOI for EEOB
10:00-12:00	External Meeting/ Intergov <i>Location: EEOB</i>
12:00-12:10	Depart EEOB for DOI
1:00-2:00	Weekly Politicals Meeting <i>Location: 5160</i>
2:00-2:30	Staff Meeting <i>Location: Secretary's Office</i>
2:30-3:00	Staff Meeting <i>Location: Secretary's Office</i>
3:00-4:00	DOI Operations Meeting - ASIA <i>Location: 6151</i>
4:00-5:00	DOI Operations Meeting -ASFWP <i>Location: 6151</i>

3/20/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: 6151</i>
10:15-11:00	Staff Meeting <i>Location: 6151</i>
11:45-12:15	Staff Meeting <i>Location: Secretary's Office</i>
1:15-1:45	Staff Meeting <i>Location: Secretary's Office</i>
1:45-2:15	Staff Meeting <i>Location: Secretary's Office</i>

Thursday, March 21, 2019

8:00-8:15	Depart Residence en route to DOI
8:15-9:00	External Event/Intergov <i>Location: USDA</i>
9:00-9:30	Depart USDA en route to DOI
11:50-12:00	Staff Brief <i>Location: Secretary's Office</i>
12:00-1:00	External Brown Bag Lunch <i>Location: Secretary's Office</i>
3:00-3:45	Staff Meeting <i>Location: Secretary's Office</i>

3/22/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: 6151</i>
9:30-10:15	Staff Meeting <i>Location: 6151</i>
11:30-12:15	Bi-Weekly Meeting with IG <i>Location: Secretary's Office</i>
12:20-12:30	Staff Brief <i>Location: Secretary's Office</i>
12:30-1:00	External/ Intergov Call <i>Location: Secretary's Office</i>
1:15-2:00	Staff Meeting <i>Location: Secretary's Office</i>
2:00-2:45	Weekly Meeting with Ethics <i>Location: Secretary's Office</i>
2:45-4:15	Staff Meeting <i>Location: Secretary's Office</i>
4:15-4:45	Staff Meeting <i>Location: Secretary's Office</i>
4:45-5:15	Staff Meeting <i>Location: Secretary's Office</i>

Monday, March 25, 2019

9:00-9:30	Daily Check In <i>Location: 6151</i>
9:45-10:00	Depart DOI en route to EEOB
10:00-12:00	Intergovernmental Meeting <i>Location: EEOB (b) (6)</i>
12:00-12:15	Depart EEOB en route to DOI
12:15-1:15	Weekly Brown-Bag Check-In <i>Location: Secretary's Office</i>
1:30-2:30	External Meeting/Intergovernmental <i>Location: Dirksen Senate Office Building</i>
3:00-4:00	Assistant Secretaries Weekly Meeting <i>Location: 6151</i>
4:30-5:30	External Meeting/ Intergovernmental <i>Location: Russell Senate Office Building</i>

Wednesday, March 27, 2019

9:00-9:30	Daily Check In <i>Location: 6151</i>
9:30-10:00	Depart DOI en route to Capitol
10:30-11:30	External Meeting / Intergov <i>Location: US Capitol</i>
11:45-12:45	External Meeting / Intergov <i>Location: Hart Senate Office Building</i>
2:30-3:30	External Meeting/Intergovernmental <i>Location: Russel Senate Office Building</i>
4:30-5:15	External Meeting / Intergov <i>Location: Hart Senate Office Building</i>
5:30-6:30	External Meeting/ Intergovernmental <i>Location: Hart Senate Office Building</i>
6:30-7:30	External Meeting/ Intergovernmental <i>Location: Dirksen Senate Office Building</i>

Monday, April 1, 2019

9:00-9:30	Daily Check In <i>Location: 6151</i>
10:30-11:00	Staff Meeting <i>Location: Office</i>
11:15-11:30	Staff Meeting <i>Location: Secretary's Office</i>
12:30-1:30	Brown Bag Lunch <i>Location: 6151</i>
2:00-2:30	Staff Meeting <i>Location:</i>
3:00-4:00	Assistant Secretaries Weekly Mtg <i>Location: 6151</i>
4:00-4:30	Staff Meeting <i>Location: Secretary's Office</i>
5:50-6:00	Staff Brief <i>Location: Secretary's Office</i>
6:00-6:30	External/Intergov Call <i>Call: 202-225-5765</i>

Tuesday, April 2, 2019

9:00-9:30	Daily Check In <i>Location: 6151</i>
9:30-10:00	Staff Meeting <i>Location: Secretary's Office</i>
10:10-10:30	Depart DOI en route to Dirksen
10:30-11:00	External Meeting / Intergov <i>Location: Dirksen Senate Office Bldg</i>
11:30-12:30	External Meeting/ Intergov <i>Location: Hart Senate Office Bldg</i>
12:30-1:30	External Meeting/ Intergov <i>Location: Hart Senate Office Bldg</i>
1:30-2:00	Depart Hart Building for DOI
2:40-3:00	Depart DOI for Hart Building
3:00-4:00	External Meeting/ Intergov <i>Location: Hart Senate Office Bldg</i>
5:30-6:30	External Meeting/ Intergov <i>Location: Hart Senate Office Bldg</i>

Wednesday, April 3, 2019

8:45-9:00	Staff Meeting <i>Location: Secretary's Office</i>
9:10-9:30	Depart DOI for Russell Bldg
9:30-10:30	External Meeting / Intergov <i>Location: Russel Office Bldg</i>
10:30-10:30	Depart Russell for Capitol
10:30-11:00	Arrive at Capitol
11:00-12:00	Joint Meeting of Congress <i>Location: Hall of House of Reps</i>
12:00-12:30	Depart Capitol for DOI
2:30-3:00	Depart DOI for Capitol
3:00-3:30	External Meeting/Intergov <i>Location: Dirksen Office Bldg</i>
4:30-5:30	External Meeting / Intergov <i>Location: Hart Office Bldg</i>

4/4/19

DB Daily Card

9:15-9:45	External Call/ Intergov <i>Elinor will transfer the call</i>
10:00-10:30	External Event/ Intergov <i>Location: DOI Auditorium</i>
10:30-11:00	Depart DOI en route to WH
11:00-12:30	External Meeting / Intergov <i>Location: Cabinet Room</i>
2:00-2:30	Depart DOI for Russell
2:30-3:30	External Meeting / Intergov <i>Location: Russell Office Bldg</i>
3:30-4:00	Depart Russell for DOI
4:00-4:30	Staff Meeting <i>Location: Secretary's Office</i>

4/5/19

DB Daily Card

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:50-10:10	Depart DOI for Russell
10:15-11:15	External Meeting / Intergov <i>Location: 260 Russell</i>
11:20-11:30	Depart Russell for DOI
11:45-12:00	Depart DOI for Old Ebbitt
12:00-1:30	External / Intergov Lunch <i>Location: Old Ebbitt Grill</i>
1:30-1:45	Depart Old Ebbitt for DOI
2:00-2:45	Weekly Meeting with Ethics <i>Location: Secretary's Office</i>
3:00-4:00	Weekly Staff Meeting <i>Location: Secretary's Office</i>

Monday, April 8, 2019

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|--------------------|---|
| 9:00-9:30 | Daily Check In
<i>Location: Secretary's Office</i> |
| 9:30-10:00 | Staff Meeting
<i>Location: Secretary's Office</i> |
| 10:00-12:30 | Staff Meeting
<i>Location: 5160</i> |
| 12:30-1:30 | Weekly Brown-Bag Check In
<i>Location: Secretary's Office</i> |
| 3:00-4:00 | Assistant Secretaries' Weekly
<i>Location: 6151</i> |

4/9/19

DB Daily Card

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:30-10:00	Staff Meeting <i>Location: Secretary's Office</i>
10:10-10:30	Depart DOI en route to Hart
10:30-11:30	External Meeting/Intergov <i>Location: Hart Office Building</i>
11:30-11:45	Depart Hart en route to DOI
1:00-1:30	Staff Meeting <i>Location: Secretary's Office</i>
1:00-2:00	Weekly Politicals Meeting <i>Location: 5160</i>
2:00-2:40	External Meeting <i>Location: 5160</i>
2:45-3:05	Depart DOI en route to Hart <i>Location: Office</i>
3:00-4:00	<i>DOI Operations Mtg – AS/PMB</i> <i>Location: 6151</i>
3:10-4:10	External/ Intergov Meeting <i>Location: 317 Hart Building</i>
4:00-5:00	<i>DOI Operations Mtg – AS/WS</i> <i>Location: 6151</i>
4:10-4:30	Depart Hart en route to DOI
5:00-5:45	External Meeting <i>Location: Secretary's Office</i>

4/10/19

DB Daily Card

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
1:00-2:00	Bi-Weekly Meeting with SOL <i>Location: Secretary's Office</i>
2:00-2:30	External Call / Intergov <i>Location: Secretary's Office</i>
3:00-3:30	Depart DOI for Capitol
3:30-4:30	External Meeting / Intergov <i>Location: US Capitol</i>
4:30-5:00	Depart Capitol for DOI

4/11/19

DB Daily Card

8:30-9:30	External / Intergov Meeting <i>Location: 141 Hart Office</i>
11:15-11:45	External Call / Intergov <i>Call Drake at (b) (6)</i>
3:00-4:00	DOI Operations Mtg - ASIIA <i>Location: 6151</i>
4:00-5:00	DOI Operations Mtg - ASLM <i>Location: Office</i>

Friday, April 12, 2019

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:30-10:30	Staff Meeting <i>Location: 6151</i>
10:30-11:00	Weekly Staff Meeting <i>Location: Secretary's Office</i>
11:00-11:30	Staff Meeting <i>Location: Secretary's Office</i>
11:45-12:00	Depart DOI for Fletchers
12:00-1:00	External Event <i>Location: Fletchers Cove Boathouse</i>
1:00-1:30	Depart Fletchers for DOI
2:00-2:45	Weekly Meeting with Ethics <i>Location: Secretary's Office</i>
3:00-4:00	Staff Meeting <i>Location: Secretary's Office</i>
4:00-5:00	Staff Meeting <i>Location: Secretary's Office</i>

4/15/19

DB Daily Card

9:00-9:30	Daily Check In <i>Location: 6151</i>
10:00-11:00	Staff Meeting <i>Location: Secretary's Office</i>
11:00-12:00	Staff Meeting <i>Location: Secretary's Office</i>
1:00-2:00	Staff Meeting <i>Location: Secretary's Office</i>
2:30-3:00	Staff Meeting <i>Location: Secretary's Office</i>
3:00-4:00	Asst Secretaries Weekly Mtg <i>Location: 6151</i>
4:00-4:30	Staff Meeting <i>Location: Secretary's Office</i>

Tuesday, April 16, 2019

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|------------------|---|
| 1:00-2:00 | Weekly Politicals Meeting
<i>Location: Office</i> |
| 2:00-3:00 | Staff Meeting
<i>Location: 6151</i> |
| 3:00-4:00 | DOI Operations Mtg - FWP
<i>Location: 6151</i> |
| 5:00-6:00 | DOI Operations Mtg - ASIA
<i>Location: 6151</i> |